
CENTRAL REGIONAL COUNCIL ON WORKFORCE SERVICES
Department of Workforce Services
1385 South State Street, Salt Lake City, Utah 84115
Monthly Meeting Minutes
Thursday, September 28, 2006
12:30 p.m.

Presiding: Paul Jackson, Chair

Present: LaRay Brown, Aida Castrillo, Charles Daud, Greg Diven, Norman Fitzgerald, Tony Gomez, Senator Brent Goodfellow, John Hill, Parley Jacobs (for Stephen Ronnenkamp), Commissioner Colleen Johnson, Douglas Johnston, Akilah Messado, Kevin Miller, Jon Pierpont, Kevin Schofield, Karen Silver, Susan Smith, Kerry Steadman, Gordon Swensen

Absent: Kent Anderson, Allan Ayoub, Ballard Veater, Nancy Malecker, Jill Merritt, Melva Sine

Excused: Commissioner Jim Bradley, Colleen Fraser, Ben Graham, Diane Lovell, Stephen Ronnenkamp, Steven Rosenberg, Ali Wilkinson, Julie Zimmerman

Staff: Karla Aguirre, Steve Leyba, Laurel Morris, Mary Peterson

Chairman Paul Jackson opened the meeting at 12:27 pm. He expressed thanks to Greg Diven, Melisa Starks, Dan Curtis (from Larry H. Miller), Laurel Morris, Diane Lovell and the planning committee for their efforts in planning the MotorFest event. It has been a successful event with excellent attendance.

1. Consent Agenda

Chairman Jackson asked for a motion to approve the minutes from the August 24, 2006 Regional Council meeting and the September 14, 2006 Executive Committee meeting. Norman Fitzgerald motioned to approve the minutes as written. John Hill seconded the motion. All voted "Aye". The motion carried.

2. Executive Committee Report – Paul Jackson

Paul Jackson reported on the following items:

- Executive Committee Composition – Chairman Jackson noted the Executive Committee has been streamlined to include the Chairs of each committee and to keep the items at this meeting consistent with the Executive Committee. He also noted committee changes which include Charles Daud as Co-Chair of the Basic Needs Committee. Mr. Daud also helps oversee the finances for Council. Gordon Swensen and Norm Fitzgerald are Co-Chairs for the Training &

Development Committee. Mr. Fitzgerald will continue to coordinate with the staff regarding building/facility needs.

Mr. Jackson also noted that we will be rotating meeting locations at the different centers. This will give Council the opportunity to see what is taking place at different locations and allows the centers to see Council in operation.

Diane Lovell and Jon Pierpont will work with the center managers to coordinate the different meeting locations and schedules. Council of Councils will be held on October 12, 2006 at the University Park Hotel. If this creates too much difficulty, please let Mr. Jackson know.

- Legislative Strategy – Typically the legislative updates have been held in November to discuss relative issues specific to Workforce Services. After a discussion with Mike Richardson, who coordinates our legislative efforts with the department, the recommendation received was not to try to push to get in front of the election date to meet with legislators. In addition, as we went back over the last several years, a very high percentage who have attended a legislative breakfast have been our friends and supportive of Workforce Service. Those we want to attend have not. One approach suggested was to use a different approach by visiting those legislators in their own community and addressing the issues that will directly impact the people in their city. Another suggestion was to have each of the Council members engaged as issues or topics arise. As a Council, rather than have a single event, we hear the issues, divide and conquer to get the message out. The time line would be sometime during December at which time coordination and assignments will be made to make calls and/or presentations.

Senator Goodfellow suggested in addition as we identify new legislators, perhaps two or three Council members visit particular legislators on their own turf and bring material to help them understand the agency. Also, as legislative assignments are made, focus on those legislators who are assigned to the Workforce Services committee. If we can have some impact on those legislators it may be more beneficial. The committee assignments are made immediately after the election, typically by December 1st.

It was also noted that the guidelines indicate that the Governor has to have his budget in place 30 days before election. December 1st is primarily a firm deadline.

Karen Silver suggested that after contacts are made to share the results and outcomes with Council to determine if we may need to plan additional strategies.

Norm Fitzgerald asked when it is known what items are important to the department. Jon Pierpont indicated that when the governor's budget is released then this information is made available.

Kerry Steadman asked 1) what can we expect from the department as far as a prepared sheet to ensure we are on the same page. 2) Concern with issues related

to Advocacy Groups, such as General Assistance, and waiting until the budget is released. Is there a way that we can have any influence beforehand? Jon Pierpont will speak with Mike Richardson.

- Meeting Calendar – Chairman Jackson referred to page 12 in packets to the updated Meeting Calendar. He asked that RSVP's be sent to Mary Peterson for Council of Council's by end of today. There will be no Executive Committee meetings held in November and December due to the Thanksgiving and Christmas holidays. Regional Council meetings are scheduled for November 16, 2006 and December 14, 2006. The Construction Industry Roundtable is scheduled for November 1, 2006.
- MotorFest Sponsorship – The Executive Committee voted to approve a \$300.00 contribution from Council budget to help defray the cost of promotion bags for the youth and lunch for exhibitors and volunteers.
- UTA Petition – There is a new process to increase the interest for the bus stop at 5600 West requiring signatures on a UTA Petition. The Basic Needs Committee and Council have worked ongoing for a bus stop along 5600 West. The SLTATC is circulating a petition which the Executive Committee has signed and Council members are invited to sign if they choose.
- DACUM Curriculum – It is being asked that the DACUM curriculum process, which is used to benefit customers, be validated on October 5, 2006. Currently there are three representatives from industry who have volunteered to participate but seven are needed

3. Regional Director's Report – Jon Pierpont

During the past year, Jon Pierpont has made it a priority to educate the Central Region Council on the programs and services delivered in the Employment Centers. An "At-a-Glance" report provided in each packet outlines the Key Measures the department has made and the outcomes. This simple format of information will be tracked monthly and will provide an opportunity to show areas of exceptional results as well as areas needing improvement. Questions can be directed to Mr. Pierpont at each meeting.

Jon Pierpont provided a detailed overall discussion in the four Key Business processes:

- Business Services
- Employment Counseling – Central Region met TANF Participation Rate
- Youth
- Eligibility – Central Region took the highest number of new applications in the past four years, which affected Childcare timeliness due to the additional workload.

It was suggested to have Mr. Pierpont highlight one category each month and provide expanded information. Karen Silver suggested beginning with a narrative regarding the

disconnect between Child Care Timeliness and the number of FEP participants in the Child Care Cases category.

Mr. Pierpont then reported that the Downtown Employment Center at 158 South 2nd West has more office space than needed. Half of the 41,343 square footage space is currently being used. Mr. Pierpont is working with Brent Newren, Center Manager, to see what can be done to reduce space while at the same time not jeopardizing services. Reduction of space would save \$296,172 per year. Jon Pierpont noted they are in the beginning stages of negotiation with the landlord and are trying to find another tenant. Having another State Agency to share this space would be great.

Paul Jackson encouraged all when in Committee Meetings to use the metrics from the “At a Glance” report when focusing on goals and objectives.

4. Basic Needs Presentation – Karen Silver

Karen Silver provided an overview of the Basic Needs Committee that has been in place almost since the inception of Workforce Services. This committee began by addressing the issue of childcare and trying to get childcare space into each region, which did not happen, but the committee continued to look into other basic need areas.

Ms. Silver addressed the need for a bus route at 5600 West and the efforts to make this bus stop a reality. She addressed the needs of older workers, which began from information Edie Fauver provided from Salt Lake County Aging, and the needs of the older refugee population to get around, obtain work and what services and programs were available to help them. Individuals over age 45 are finding it is taking longer to find jobs if they have been laid off and they receive less money and benefits.

Another accomplishment of the Basic Needs Committee is the basic Workforce Services Service card, which was brought to the committee’s attention by the Advocacy Community. This pocket-sized card has been made available to the community in both English and Spanish providing information about DWS programs and contacts in the area.

The needs of the refugees have become part of the agenda of the Diversity Committee and the Basic Needs Committee coordinates with them as the need occurs.

Most recently there has been a focus on the importance of high school completion and/or attainment of a GED. In this work climate, a basic need is a basic education. If you haven’t finished high school, most are unable to find a job that provides any type of a career ladder. The Basic Needs Committee will be working on how to promote literacy and basic skills in the workplace and a method of incentive to give help in this area.

The Basic Needs Committee consists of Karen Silver, Charles Daud, LaRay Brown, Steven Rosenberg, and Ballard Veater. Ms. Silver noted that if the Basic Needs Committee can help other committees or Council to let her know.

5. Temporary Assistance to Needy Families (TANF) Reauthorization Update

Karla Aguirre provided a PowerPoint presentation overview of TANF Reauthorization. Efforts to increase the participation rate to 50% began approximately one year ago when the participation rate was at 26.48%. Central Region has worked very hard to reach the goal of 50% for this past year. Participation has doubled and now we have other challenges to meet with the new requirements.

Under reauthorization, the FEP requirements will remain the same in Utah (50% for full-time FEP and 90% if 2-parent families).

The Executive Management Team have been very involved and supportive to the reauthorization changes and developed committees to obtain input and to assist with the guiding principles to ensure everything is in the program that is required. A document outlined these guiding principles has been developed.

TANF Purpose

- To provide assistance to needy families so children may be cared for in their own or a relative's home.
- To end dependence on government benefits by promoting job preparation, work and marriage.
- To prevent and reduce the incidence of out-of-wedlock pregnancies
- To encourage and maintain two-parent families

FEP Guiding Principles

- FEP is first and foremost about employment
- Requires universal engagement and provides temporary assistance for needy families
- The program is intense and focuses on ability to work

Participation and Positive Outcomes

- Still provide customer choice, but the range of choices fit into a reasonable plan for employment with clear expectations about participation
- The employment counselor's relationship with the customer matters

Changes

- Regulations provide changes regarding eligible activities and definitions
- Some of the changes include:
 - Subsidized employment
 - Job readiness (6 week limit)
 - Education (12 months limit)
 - Bachelor Degree does not count toward participation
 - Study time (supervised)
 - Self employment

Additional Changes

- New accountability provisions related to Federal reporting (Verification)
- Intense case management
- Verification requirements
- All eligible activities must be:
 - Supervised daily, documented daily and verified every two weeks
- FEP applications will be required to attend an orientation before their financial case can be approved
- The expected level of participation is changing
- New expected level of participation is no less than 30 hours per week in eligible activities
- Redesigned our assessment process to focus on the strengths and abilities of customers
- Social Workers are helping customers understand and increase participation

Future Changes

- New Transitional Assistance Program will be implemented in February 2007
- Provides three months of additional case assistance, and six months of case management and child care, to customers who are employed 30 hours per week
- Goal is to reduce recidivism
- Additional months of assistance will count towards participation rate
- An online self assessment available on jobs.utah.gov

6. Old Business

Greg Diven provided a brief update on the Automotive Roundtable. In addition, the Construction Roundtable will be held on November 1, 2006 at the Department of Workforce Service, 1385 South State.

Mr. Diven reported on the success of the MotorFest held on September 27th and 28th and noted the efforts of everyone involved and the excellent participation. There will be curriculum summary of MotorFest on October 18, 2006. Invitations are forthcoming and legislators will be invited to inform them of what has taken place. Lastly, a possible Manufacturing Roundtable may be scheduled.

7. New Business

Karen Silver expressed her gratitude and appreciation for the condolence card and words of encouragement regarding the loss of her father.

John Hill informed the Council that L-3 will be holding an onsite Job Fair from 4-7 pm on Friday, September 29th and from 8 am to noon on Saturday, September 30th at 640 North 2200 West. There are 120 job openings.

8. Public Comment

There was no public comment.

The meeting adjourned at 2:00 pm.